

PRINCIPAL REGULATIONS GOVERNING HOUSE TO HOUSE COLLECTIONS

Every promoter of a Collection shall exercise all due diligence to secure that persons authorised to act as collectors are fit and proper persons. No promoter shall permit any person to act as a collector unless he/she has issued or caused to be issued to this person:

- (a) A prescribed Certificate of Authority duly completed (except as regards the signature of the collector) and signed by, or on behalf of, the Chief Promoter of the Collection.
- (b) A prescribed badge having inserted therein or annexed thereto a general indication of the purpose of the collection.
- (c) If money is to be collected, a collection box marked with a clear indication of the purpose of the collection shall be provided.

Every prescribed Certificate of Authority shall be given on a form obtained from Her Majesty's Stationery Office and every prescribed badge shall be so obtained.

Every promoter of a collection shall exercise all due diligence to secure:

- (a) That no prescribed Certificate of Authority, prescribed badge or collecting box is issued unless the name and address of the collector to whom it is issued have been entered on a list showing in respect of any collecting box for the distinguishing number thereof; and
- (b) That every prescribed certificate of Authority, prescribed badge or collecting box issued by him/her or on his/her behalf is returned when the collecting is completed or when for any other reason a collector ceases to act as such.

Every collector shall:

- (a) Sign his/her name on the prescribed Certificate of Authority issued to him/her and produce it on the demand of any Police Constable or any occupant of a house visited by him/her for the purpose of collection.
- (b) Sign his/her name on the prescribed badge issued to him/her and wear the badge prominently whenever he/she is engaged in collecting.
- (c) Keep such Certificate and badge in his/her possession and return them to the promoter of the collection on replacement thereof or when the collection is completed or at any time on the demand of a promoter of the collection.

No person under the age of 16 years shall act or be authorised to act as a collector of money.

No collector shall importune any person to the annoyance of such person or remain in or at the door of any house if requested to leave by any occupant thereof.

Where a collector is collecting money by means of a collecting box, he shall not receive any contribution save by permitting the person from whom it is received to place it in a collecting box issued to him/her by a promoter of the collection.

The Chief Promoter of a collection shall furnish an account of the collection to the Authority by which the licence was granted within one month of the expiry of the Certificate.